

## **PUBLIC HEARING – AUGUST 17, 2015**

Mayor Grenier opened the duly scheduled and advertised Public Hearing at approximately 8:33 p.m. to hear comments on the following subject matters:

- Resolution 2015-20 Appropriating \$179,000 to Capital Project. No comments
- Resolution 2015-21 Segregated Funds. No comments
- Resolution 2015-22 Carry-Over Grants. No comments

There being no one wishing to speak for or against the subject matters at this time, Mayor Grenier declared the Public Hearing portion of the meeting closed at approximately 8:34 p.m.

## **CITY COUNCIL MEETING – Monday, August 17, 2015**

Mayor Grenier called the Regular City Council Meeting to order at approximately 8:35 p.m. in the City Hall Council Chambers. The pledge of allegiance to the flag preceded roll call. Present: Councilors Remillard, Otis, Morgan Allain, Gentili, Higbee, Rozek, Nelson and Theberge. Also present City Manager Wheeler, Susan Tremblay and Barbara Tetreault.

### **Minutes, Previous Meeting**

Councilor Remillard moved with a second by Councilor Otis to accept the minutes of the August 3 Regular Meeting/Work Session. So moved, the motion carried.

**Disbursements:** Disbursement Summary Draft #1747 start date 8/4/2015 end date 8/17/2015 for a total cash disbursement of \$477,558.35. Councilor Theberge moved with a second by Councilor Nelson to accept disbursement summary and pay all bills as recommended by the Committee on Accounts/Claims. So moved, the motion carried.

**PUBLIC COMMENTS** - No Comments

## **UNFINISHED BUSINESS**

1. Council Committee Reports – No Reports.
2. Resolution 2015-20 appropriating One Hundred Seventy-Nine Thousand Dollars of “Primex Premium Holiday” funds, with \$140,000 to Street Rehabilitation; \$5,000 to the Skate Park; \$5,000 to the Joint Loss Prevention Committee and \$29,000 for an Emergency UTV (tabled 8/3/2015)

Resolved by the City Council of the City of Berlin as Follows:

Whereas, the New Hampshire Public Risk Management Exchange (Primex3) is a public entity risk pool organized and operating as a trust under RSA 5-B; and

Whereas, the City of Berlin is a member of the Primex pool for its Property Liability, Workers' Compensation, and Unemployment Compensation coverage; and

Whereas, on June 24, 2015 Primex announced a “Premium Holiday” based on the performance of each member and the overall pool, and

Whereas, news of the Primex funds came to the city subsequent to the passage of the budget, and

Whereas, the Berlin City Council saw fit to appropriate funding for much needed street rehabilitation: \$15,000 to Landry Street, \$10,000 to Route 110 Sidewalk, \$50,000 for Willow Street, \$65,000 for Cates Hill and other worthy projects: \$29,000 for Emergency UTV Purchase, \$5,000 for Skate Park and \$5,000 for JLPC Incentive/Safety Program.

Now therefore, be it resolved by the City Council of the City of Berlin, NH, that \$179,000.00 derived from the Primex Premium Holiday is hereby appropriated to the FY16 budget as follows: \$140,000.00 to Account 01-480-913-0004 Street Rehabilitation; \$5,000.00 to Account 01-480-963-0034 Skate Park; \$5,000.00 to the JLPC/Safety Program and \$29,000 for an Emergency UTV. This Resolution shall be in full force and effect from and after passage.

Councilor Remillard moved with a second by Councilor Otis to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to pass the resolution. So moved, the motion carried and Mayor Grenier declared the resolution now passed.

3. Resolution 2015-21 carrying over One Million, One Hundred Sixty-Nine Thousand, Three Hundred Eighty-Six Dollars and Three Cents (\$1,169,386.03) of Capital Appropriations from the Fiscal Year ending June 30, 2015 which are not yet expended to Fiscal Year 2016 (tabled 8/3/2015

Resolved by the City Council of the City of Berlin as Follows:

That the following capital appropriation funds be carried over as described below:

From Account #	FY15 Carry Over Request to FY16 Purpose	Request	City Manager Recommendation
	<b>Carryover Requests from Capital Improvements to Segregated Funds</b>		
<b>01-461-400-0007</b>	Hillside/BMS Fire Alarm System	\$50,000.00	
Justification	<i>Needed to replace fire alarm system</i>		
<b>01-480-905-0001</b>	Assessors City/Utility Valuation	\$21,181.20	
Justification	<i>Needed for on going revaluation and assessing</i>		
<b>01-480-910-0003</b>	Downtown Improvements	\$53,203.03	
Justification	<i>Allocated for purchase of Heritage Park</i>		
<b>01-480-913-0002</b>	Sidewalk Replacement	\$39,211.41	
Justification	<i>Needed for sidewalk replacements</i>		
<b>01-480-913-0003</b>	Retaining Wall Repair	\$38,321.04	
Justification	<i>Needed for retaining wall replacements</i>		
<b>01-480-913-0004</b>	Street Rehabilitation	\$16,305.46	
Justification	<i>Needed for street rehabilitation</i>		
<b>01-480-913-0006</b>	Bridge Inspection/Repair	\$11,866.00	
Justification	<i>Needed for bridge inspection and repair</i>		
<b>01-480-962-0008</b>	PW Fuel Distribution System	\$120,000.00	
	<i>Needed for mandated upgrades to fuel system</i>		
<b>01-480-963-0024</b>	Permanent Shelter/Canopy	\$2,550.00	
Justification	<i>Needed for shelter project completion</i>		
<b>01-480-965-0001</b>	Housing Initiative	\$112,934.20	
Justification	<i>Needed for housing initiative</i>		
	<b>Total Capital Improvements</b>		<b>\$465,572.54</b>

<b>01-495-995-0105</b>	Moving Downtown Forward	\$ 71,966.51	
Justification	<i>A portion allocated to Heritage Park purchase. Balance for downtown.</i>		
<b>01-495-995-0200</b>	Bridge Inspection Repair	\$ 15,000.00	
Justification	<i>Needed for bridge inspection and repair.</i>		
<b>01-495-995-0403</b>	PW Garage	\$ 59,077.09	
Justification	<i>Needed for garage improvements</i>		
<b>01-495-995-0502</b>	Library Exterior Paint	\$ 7,186.57	
Justification	<i>Needed for library improvements</i>		
<b>01-495-995-0709</b>	Interior/Exterior Rec Center	\$ 5,522.33	
Justification	<i>Needed for Rec. improvements</i>		
<b>01-495-995-0713</b>	Community Field Improvements	74,039.57	
Justification	<i>Neede for Recreation Building project</i>		
<b>01-495-995-0901</b>	Police Bldg Renovations 1	\$ 11,153.56	
Justification	<i>Needed for PD Renovations</i>		
<b>01-495-995-0906</b>	Police Building Renovations 2	\$ 58,300.00	
Justification	<i>Needed for PD Renovations</i>		
<b>01-495-995-1001</b>	City Hall Repairs	\$ 3,209.82	
Justification	<i>Needed for City Hall repairs</i>		
<b>01-495-995-1007</b>	Health Department Floor	\$ 15,000.00	
Justification	<i>Needed for Health Dept. Floor</i>		
<b>01-495-995-1111</b>	Downtown City Property	\$ 685.71	
Justification	<i>Needed for downtown City property</i>		
<b>01-495-995-1205</b>	Public Works Equipment Replacement	\$ 25,000.00	
Justification	<i>Needed for PW equipment replacements</i>		
<b>01-495-995-1313</b>	FD Repair Program	\$ 8,480.03	
Justification	<i>Need for FD building repairs</i>		
<b>01-495-995-2501</b>	PW Fuel Distribution System	\$ 50,000.00	
Justification	<i>Needed for mandated upgrades to fuel system</i>		
<b>01-495-995-2602</b>	Salt/Sand Storage Shed	\$ 70,147.11	
Justification	<i>Needed for sand/salt storage shed replacment</i>		
<b>01-495-995-3503</b>	Library Outside Brickwork	\$ 12,981.68	
Justification	<i>Needed for library masonry improvements</i>		
	<b>Total Carryover Capital Funds (Segregated) Requests from FY2015</b>		<b>\$487,749.98</b>
	<b>Total Carryover Capital Improvements and Segregated Funds FY2015</b>		<b>\$953,322.52</b>
	<b>Sewer Fund</b>		
<b>60-480-438-0001</b>	CI - Sanitary Lilne Replacement	\$ 28,986.13	
Justification	<i>Needed for sanitary line replacements</i>		
<b>60-480-438-0004</b>	Cost Replacement	\$ 50,000.00	
Justification	<i>Needed for short lived assest replacements/repairs</i>		
<b>60-480-438-0005</b>	Utility Mapping	\$ 2,327.38	
Justification	<i>Neede for utility mapping</i>		
<b>60-480-438-0008</b>	Long Term CSO Plan	\$ 50,000.00	
Justification	<i>Needed for Lng Term CSO Plan work</i>		
<b>60-495-995-0005</b>	Utility Mapping	\$ 4,000.00	
Justification	<i>Needed for utility mapping</i>		
<b>60-495-995-0015</b>	Chopper Pumps and Septage Unloading	\$ 80,750.00	
Justification	<i>Needed for short lived assest replacements/repairs</i>		
	<b>Total Sewer (Fund 60) Carryover Requests</b>		<b>\$216,063.51</b>
	<b>Total Carryover Capital Funds (Segregated) Requests from FY2015</b>		<b>\$1,169,386.03</b>
	<b>Total Carryover Capital Improvement Funds Requested from FY 2015 (All Funds)</b>		<b>\$1,169,386.03</b>

This Resolution shall be in full force and effect from and after passage.

Councilor Nelson moved with a second by Councilor Higbee to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to add \$50,000 for account # 01-461-400-0007 Hillside BMS Fire Alarm System for a new grand total of \$1,169,386.03. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to have the resolution, as amended, read a second time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to have the resolution, as amended, read a third time by title only. So moved, the motion carried.

Councilor Nelson moved with a second by Councilor Higbee to pass the resolution as amended. So moved, the motion carried and Mayor Grenier declared the resolution as amended now passed.

4. Resolution 2015-22 carrying over Seventy-Three Thousand, One Hundred Ninety-Eight Dollars and Thirty-Seven Cents (\$73,198.37) of Grant Funds from the year ended June 30, 2015 which are not yet expended to Fiscal Year 2016 (tabled 8/3/2015)

Resolved by the City Council of the City of Berlin as Follows:

That the following grant funds for the year ended June 30, 2015, be carried over to FY16 as described below:

Rev Acct #	Description	Grant Amount Received	2015 Expense	Grant Funds Re-Appropriated	Totals By Fund
	FUND 10				
10-305-240-0000	AV Roy Grant	38,127.76	31,704.19	6,423.57	
10-305-239-0000	School Grants/Donations	16,809.13	11,343.31	5,465.82	
10-309-201-0000	Berlin City Dealership	7,585.20	4,490.17	3,095.03	
10-382-301-0000	NH Charitable Foundation	961.36		961.36	
10-383-301-0000	NC Health Consortium	16,210.81	13,000.00	3,210.81	
Total Revenue Deferrals FD 10 - School Grants					19,156.59
	Health Dept.				
30-361-604-0017	Hazard Mitigation Grant	154.83	-	154.83	
30-361-604-0019	Public Health Community Initiative	2,661.64	-	2,661.64	
30-361-604-0020	NC Health Consortium Pandemic Planning	831.44	-	831.44	
30-361-604-0021	Pandemic Acute Care Center Supplies	9,850.00	-	9,850.00	
30-361-604-0022	Heal NH Grant	3,470.36	1,294.23	2,176.13	
30-361-604-0024	Home Care Association	205.95		205.95	
30-361-604-0026	Harvard Pilgrim Healthy Food Grant	5,000.00	1,045.58	3,954.42	
					19,834.41
	Other City Departments				
30-366-603-0001	Better Buildings-EECBG	689.02	-	689.02	
30-366-603-6012	NH Charitable FND Leadership Program	33,240.00	10,950.39	22,289.61	
30-368-601-0001	Rec Dept - Attitash Donation	7,882.40	1,868.82	6,013.58	
30-368-601-0002	Rec Dept - Babe Ruth Grant from CCB	1,474.38	50.00	1,424.38	
30-368-601-0004	Recreation Donations	1,607.68	865.78	741.90	
30-369-605-0002	Community Field Imp Berlin Biomass	20,000.00	16,951.12	3,048.88	
					34,207.37
30-209-202-0000	Total Revenue Deferrals Fund 30 - Grant Fund				54,041.78
Total Grant Funds Deferred to FY2016					73,198.37

This Resolution shall be in full force and effect from and after passage.

Councilor Remillard moved with a second by Councilor Otis to remove the resolution from the table at this time. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a second time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to have the resolution read a third time by title only. So moved, the motion carried.

Councilor Remillard moved with a second by Councilor Otis to pass the resolution. So moved, the motion carried and Mayor Grenier declared the resolution now passed.

## NEW BUSINESS

5. Ordinance 2015-09 amending the Code of Ordinances of the City of Berlin, Chapter 17, Zoning, Article XXI Definitions, Section 17-22, Specific Definitions (1<sup>st</sup> read)

Councilor Remillard moved with a second by Councilor Otis to table the ordinance and schedule a public hearing on Tuesday, Sept 8, 2015. So moved, the motion carried.

6. Resolution 2015-23 authorizing the sale of a portion of 218 Jericho Road, Map 104, Lot 17 often referred to as the Bass Shoe Building for \$50,000 to Robert A. Chapman, Sr. (1<sup>st</sup> read)  
Councilor Nelson moved with a second by Councilor Higbee to table the resolution and schedule a public hearing on Tuesday, Sept 8, 2015. So moved, the motion carried.

7. City Manager's Report

1. *Raising New Hampshire* to Host Regional Conference

8:00 a.m. (registration); 9:00 a.m. (conference begin)

Saturday, September 26, 2015

Peterborough Town House, Peterborough

*Raising New Hampshire* is a regional planning and development conference intended to engage, inform, and inspire both professional and citizen planners, elected officials, and interested laypeople.

National speakers will address the issues facing small towns, villages, and cities in New Hampshire as they grapple with maintaining the livability of their places even as those places change. Admission is \$40 for elected municipal officials; \$65 for all others. For more information, contact [raisingnh@gmail.com](mailto:raisingnh@gmail.com) or visit [raisingnh.org](http://raisingnh.org)

2. Attached is an August 12<sup>th</sup> email from Judy Silva, Executive Director of the LGC. Ms. Silva is inviting us to meet with Emma Lieberth, who is Program Manager of Strategic Partnerships at the National League of Cities, NLC. The NLC is hoping to learn about what we consider our most pressing municipal issue. I tentatively have a date for meeting with Ms. Lieberth on August 26<sup>th</sup> at 3 pm.
3. Attached please find a letter from John Beardmore, Commissioner of DRA. The summarized purpose of the letter is to stress that the DRA "expects to establish the 2015 property tax rates in a routine manner without any material impact from the ongoing budget discussions in Concord
4. There will be a joint meeting of the Berlin and Milan School Boards Thursday, August 20 beginning at 6:00 p.m. at the Berlin High School Library. An agenda is attached.
5. The Public Works Department recently purchased a surplus military truck from the surplus yard in Concord. The truck is a 2011 Freightliner 4-wheel drive. When picked up it had 753 miles on it. The truck was originally purchase for \$166,000 and the City's purchase price was \$28,000. The truck has Winch and 5<sup>th</sup> wheel assemblies which will likely be sold as surplus equipment. The truck will be converted to dump truck which may also be used spread sand and salt.
6. The City's auditor, Vachon and Clukay began the onsite portion of the FY2015 municipal audit today. They are expected to be here for 1-½ to 2 weeks.

Councilor Rozek moved with a second by Councilor Higbee to accept the City Manager's Report and place it on file. So moved, the motion carried.

8. Mayor's Report - No report

9. Public Comments – No comments

10. Council Comments - No comments

11. Adjournment: There being no further business before the Mayor and Council, Councilor Rozek moved with a second by Councilor Nelson to adjourn the regular meeting. So moved, the motion carried and Mayor Grenier declared the regular meeting closed at approximately 8:55 p.m.

A True Record, Attest:  
Debra A. Patrick, CMC